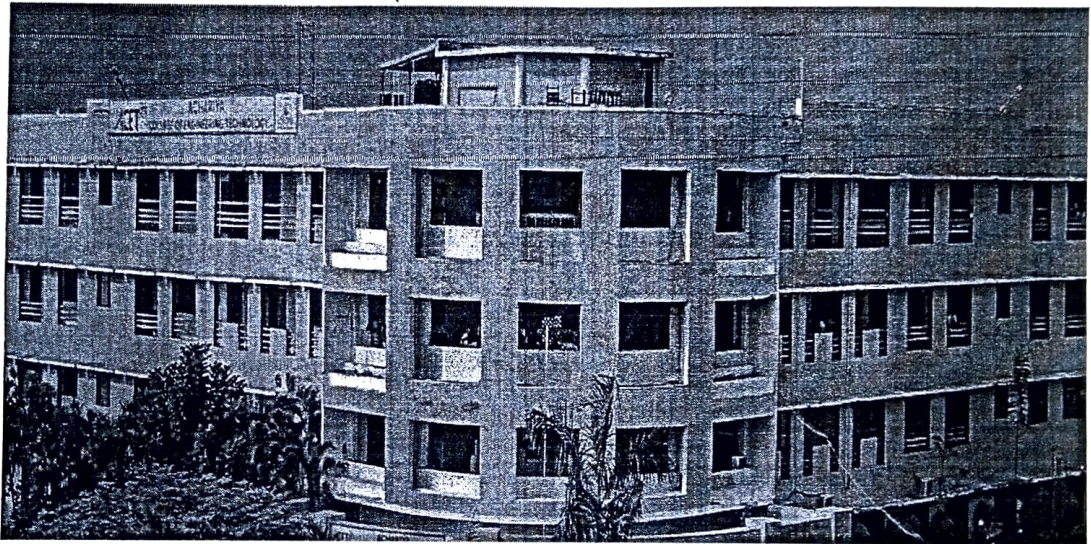




**ACHARIYA  
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An ISO 9001 : 2008 Certified Institution



**POLICY DOCUMENT FOR THE  
PREVENTION OF SEXUAL  
HARASSMENT AND RAGGING**



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## POLICY DOCUMENT FOR THE PREVENTION OF SEXUAL HARASSMENT AND RAGGING

The purpose of preventing sexual harassment and ragging in Acharya College of Engineering Technology, as in any educational institution, is multifaceted and crucial for maintaining a safe and conducive learning environment. Here are some key purposes:

- **Creating a Safe Environment:** The primary purpose is to ensure that all students, faculty, and staff feel safe and secure within the college premises. Sexual harassment and ragging can create an atmosphere of fear and discomfort, hindering the learning process and overall well-being of individuals.
- **Protecting Human Dignity:** Sexual harassment and ragging violate the dignity of individuals. Prevention efforts aim to uphold the fundamental rights and dignity of every member of the college community, fostering respect and equality among students and staff.
- **Promoting Gender Equality:** Addressing sexual harassment is integral to promoting gender equality within the college. By taking proactive measures to prevent such incidents, the college fosters an environment where all genders have equal opportunities for learning and growth.
- **Ensuring Legal Compliance:** Colleges are legally obligated to prevent and address sexual harassment and ragging under various laws and regulations. Compliance with these laws not only protects the institution from legal liabilities but also demonstrates a commitment to ethical and responsible behavior.
- **Supporting Mental Health:** Instances of sexual harassment and ragging can have serious psychological effects on victims, leading to anxiety, depression, and other mental health issues. Prevention efforts contribute to the overall mental well-being of students and staff by reducing the risk of such traumatic experiences.
- **Fostering Professionalism:** In an engineering and technology-focused institution like Acharya College of Engineering Technology, promoting professionalism is crucial. Preventing sexual harassment and ragging helps instill ethical values and professional conduct among students, preparing them for successful careers in their respective fields.
- **Building Trust and Confidence:** When students, faculty, and staff know that the institution takes a strong stance against sexual harassment and ragging, it builds trust and confidence in the college leadership. This, in turn, encourages individuals to report incidents and seek assistance when needed, facilitating timely intervention and support.

Overall, the prevention of sexual harassment and ragging in Acharya College of Engineering Technology serves not only to comply with legal requirements but also to uphold fundamental values of respect, equality, and safety within the college community. It contributes to a positive learning environment where all members can thrive and excel academically and personally.



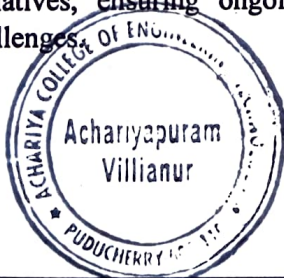
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## SCOPE:

The scope of preventing sexual harassment and ragging in Acharya College of Engineering Technology encompasses a wide range of measures aimed at creating a safe, respectful, and conducive learning environment. Here are some key aspects of the scope:

- **Policy Development:** Establishing comprehensive policies and guidelines specifically addressing sexual harassment and ragging is essential. These policies should define prohibited behaviors, outline reporting procedures, and specify disciplinary actions for offenders. The scope includes regularly reviewing and updating these policies to ensure relevance and effectiveness.
- **Awareness and Education:** Conducting awareness campaigns and educational programs for students, faculty, and staff is crucial. These initiatives can include workshops, seminars, and orientation sessions that highlight the definitions of sexual harassment and ragging, their impact on individuals and the community, and ways to prevent and address such behaviors.
- **Training and Capacity Building:** Providing training sessions for faculty and staff on recognizing, preventing, and responding to incidents of sexual harassment and ragging is essential. Training should focus on promoting a culture of respect, understanding power dynamics, and cultivating empathy and sensitivity towards victims.
- **Support Services:** Establishing support services and resources for victims of sexual harassment and ragging is paramount. This includes confidential reporting mechanisms, counseling services, and legal assistance. The scope also involves collaborating with external organizations and agencies to provide additional support if needed.
- **Preventive Measures:** Implementing preventive measures such as buddy systems, mentorship programs, and peer support networks can help deter instances of ragging. Similarly, fostering a culture of respect and inclusivity through student-led initiatives and community-building activities contributes to preventing sexual harassment.
- **Monitoring and Enforcement:** Regularly monitoring the campus environment for signs of sexual harassment and ragging is crucial. This includes conducting surveys, collecting feedback, and maintaining open channels of communication for reporting incidents. The scope also involves enforcing disciplinary actions against offenders in accordance with college policies and legal requirements.
- **Collaboration with Stakeholders:** Collaboration with various stakeholders, including student organizations, parent associations, local authorities, and community groups, expands the scope of prevention efforts. Building partnerships strengthens the college's response to sexual harassment and ragging by leveraging resources, sharing best practices, and fostering collective responsibility.
- **Continuous Evaluation and Improvement:** Continuously evaluating the effectiveness of prevention efforts through data analysis, feedback mechanisms, and periodic reviews is essential. This allows for adjustments and improvements to existing strategies and initiatives, ensuring ongoing relevance and responsiveness to evolving needs and challenges.



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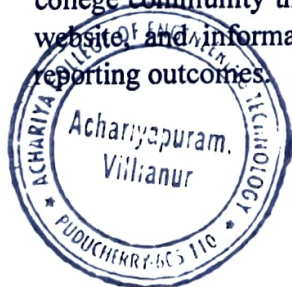


By addressing these aspects comprehensively, Acharya College of Engineering Technology can effectively prevent sexual harassment and ragging, fostering a safe and supportive environment where all members can thrive academically, professionally, and personally.

#### **POLICY MAKING:**

Creating a comprehensive policy for the prevention of sexual harassment and ragging in Acharya College of Engineering Technology requires careful consideration of various factors and stakeholders. Here's a step-by-step guide for policy-making:

- **Establish a Policy Committee:** Form a committee comprising representatives from faculty, administration, students, and relevant stakeholders. This committee will oversee the development, implementation, and enforcement of the policy.
- **Conduct Research and Analysis:** Conduct research to understand the prevalence of sexual harassment and ragging in the college context. Analyze existing policies and best practices from other institutions to inform the development of Acharya College's policy.
- **Define Terms and Scope:** Clearly define what constitutes sexual harassment and ragging within the context of the college. Provide specific examples to help individuals understand prohibited behaviors.
- **Outline Reporting Procedures:** Establish clear and accessible reporting procedures for victims or witnesses of sexual harassment and ragging. Ensure multiple reporting options, including anonymous reporting channels, to accommodate different comfort levels.
- **Design Support Mechanisms:** Develop support mechanisms for victims, including counseling services, legal assistance, and medical support. Ensure confidentiality and sensitivity in handling complaints to protect the privacy and well-being of individuals involved.
- **Specify Disciplinary Actions:** Outline disciplinary actions for perpetrators of sexual harassment and ragging, including suspension, expulsion, and legal consequences if applicable. Ensure that disciplinary measures are fair, consistent, and in accordance with college policies and relevant laws.
- **Educational Initiatives:** Implement educational programs and awareness campaigns to promote a culture of respect and prevent instances of sexual harassment and ragging. Offer workshops, seminars, and orientation sessions for students, faculty, and staff to raise awareness and foster empathy.
- **Training for Stakeholders:** Provide training for faculty, staff, and student leaders on recognizing, preventing, and responding to incidents of sexual harassment and ragging. Empower stakeholders with the knowledge and skills to effectively intervene and support victims.
- **Communication and Transparency:** Communicate the policy to all members of the college community through various channels, including orientation sessions, the college website, and informational materials. Ensure transparency in policy enforcement and reporting outcomes.



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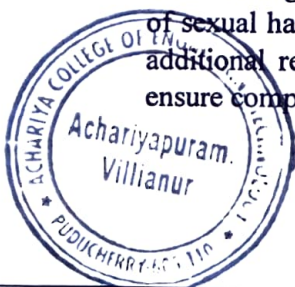
- **Regular Review and Evaluation:** Establish mechanisms for regular review and evaluation of the policy's effectiveness. Collect feedback from stakeholders, conduct surveys, and analyze data to identify areas for improvement and make necessary adjustments.
- **Compliance with Legal Requirements:** Ensure that the policy aligns with relevant legal requirements, including local laws, regulations, and guidelines pertaining to sexual harassment and ragging prevention. Seek legal counsel if necessary to ensure compliance.
- **Continuous Improvement:** Commit to ongoing monitoring, review, and improvement of the policy over time. Stay abreast of emerging issues and evolving best practices to maintain the effectiveness and relevance of the policy.

By following these steps and engaging stakeholders throughout the process, Acharya College of Engineering Technology can develop a robust policy for the prevention of sexual harassment and ragging, creating a safer and more inclusive learning environment for all members of the college community.

### EFFECTIVE MEASURES:

Implementing effective measures for the prevention of sexual harassment and ragging in Acharya College of Engineering Technology requires a multifaceted approach involving policies, education, awareness, support mechanisms, and enforcement. Here are some specific measures that can be adopted:

- **Clear Policies and Procedures:** Develop and publicize clear policies that explicitly define sexual harassment and ragging, including examples of prohibited behaviours. Establish transparent reporting procedures with multiple channels for victims and witnesses to report incidents confidentially and without fear of retaliation.
- **Awareness Campaigns and Training:** Conduct regular awareness campaigns through workshops, seminars, and orientation sessions to educate students, faculty, and staff about the harmful effects of sexual harassment and ragging.
- Provide mandatory training sessions for faculty, staff, and student leaders on recognizing, preventing, and responding to instances of sexual harassment and ragging.
- **Student Orientation and Mentorship Programs:** Incorporate sessions on respectful behavior and the consequences of harassment and ragging into the college orientation program for new students. Establish mentorship programs where senior students or faculty members mentor new students, fostering a culture of mutual respect and support.
- **Peer Support Networks:** Create peer support networks or buddy systems where students can seek advice, guidance, and support from their peers in a safe and confidential manner. Encourage students to look out for one another and intervene if they witness any form of harassment or ragging.
- **Counselling and Support Services:** Provide accessible counselling services for victims of sexual harassment and ragging, offering emotional support, guidance, and referrals to additional resources. Collaborate with local support organizations and professionals to ensure comprehensive support for victims, including legal assistance if needed.



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- **Regular Monitoring and Surveillance:** Implement surveillance measures such as CCTV cameras in common areas to deter incidents of harassment and ragging. Assign faculty or staff members as designated points of contact responsible for monitoring and addressing reports of harassment and ragging.
- **Zero-Tolerance Policy and Disciplinary Actions:** Enforce a zero-tolerance policy towards sexual harassment and ragging, making it clear that such behaviours will result in severe disciplinary actions. Ensure prompt and impartial investigations of reported incidents, followed by appropriate disciplinary measures against perpetrators, including suspension or expulsion.
- **Community Engagement and Partnerships:** Engage with student organizations, parent associations, local authorities, and community groups to raise awareness and garner support for prevention efforts. Collaborate with external organizations and experts specializing in sexual harassment prevention and victim support to enhance college-wide initiatives.
- **Regular Evaluation and Improvement:** Regularly assess the effectiveness of prevention measures through surveys, feedback mechanisms, and data analysis. Use insights gained from evaluations to identify areas for improvement and adjust strategies and policies accordingly to enhance effectiveness over time. By implementing these measures comprehensively and consistently, Acharya College of Engineering Technology can create a safer and more respectful campus environment where all members feel valued, respected, and protected from the harmful effects of sexual harassment and ragging.

#### PROBLEM SOLVING:

Implementing problem-solving measures for the prevention of sexual harassment and ragging in Acharya College of Engineering Technology involves proactive steps to address underlying issues and create a culture of respect and accountability. Here are some problem-solving measures that can be adopted:

- **Establish a Reporting Mechanism:** Implement a clear and confidential reporting mechanism for incidents of sexual harassment and ragging, ensuring that victims feel safe and supported when coming forward. Provide multiple reporting options, including anonymous reporting channels, to accommodate different comfort levels and ensure accessibility for all members of the college community.
- **Prompt and Impartial Investigation:** Ensure prompt and impartial investigation of reported incidents, conducted by trained staff or external experts to maintain objectivity and fairness. Take all reports seriously and prioritize the safety and well-being of victims throughout the investigation process.
- **Disciplinary Actions and Accountability:** Enforce strict disciplinary actions against perpetrators of sexual harassment and ragging, sending a clear message that such behavior will not be tolerated. Hold individuals and groups accountable for their actions, regardless of their status or position within the college community.

**Educational Initiatives and Awareness Campaigns:** Conduct educational initiatives and awareness campaigns to promote a culture of respect, consent, and zero tolerance for harassment and ragging. Offer workshops, seminars, and training sessions for students,



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faculty, and staff on recognizing, preventing, and addressing instances of sexual harassment and ragging.

- **Support Services for Victims:** Provide comprehensive support services for victims of sexual harassment and ragging, including counseling, medical assistance, and legal guidance. Ensure that victims have access to resources and support networks to help them cope with the emotional and psychological effects of harassment and ragging.
- **Community Engagement and Peer Intervention:** Engage the college community in prevention efforts by promoting bystander intervention and encouraging students, faculty, and staff to speak up against harassment and ragging. Foster a sense of responsibility among peers to look out for one another and intervene when witnessing inappropriate behaviour.
- **Regular Monitoring and Evaluation:** Implement regular monitoring and evaluation of prevention measures to assess their effectiveness and identify areas for improvement. Collect feedback from students, faculty, and staff through surveys, focus groups, and consultations to ensure that prevention efforts are meeting the needs of the college community.
- **Collaboration with External Partners:** Collaborate with external organizations, law enforcement agencies, and support services to enhance prevention efforts and ensure a coordinated response to incidents of sexual harassment and ragging. Seek guidance and expertise from professionals specializing in harassment prevention and victim support to strengthen college-wide initiatives.

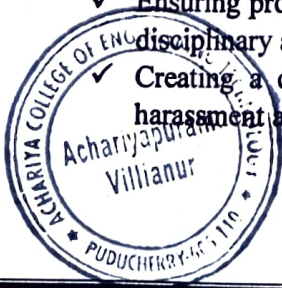
By implementing these problem-solving measures in a holistic and collaborative manner, Acharya College of Engineering Technology can create a safer and more inclusive campus environment where all members feel respected, valued, and protected from the harmful effects of sexual harassment and ragging.

## RESPONSIBILITY:

The responsibility for preventing sexual harassment and ragging in Acharya College of Engineering Technology is multifaceted and shared among various stakeholders within the college community. Here's a breakdown of the responsibilities held by different parties:

### College Administration:

- ✓ Establishing and enforcing policies and procedures to prevent sexual harassment and ragging.
- ✓ Providing resources and support for victims, including counseling services and legal assistance.
- ✓ Ensuring prompt and impartial investigation of reported incidents and taking appropriate disciplinary actions against perpetrators.
- ✓ Creating a campus culture that promotes respect, inclusivity, and zero tolerance for harassment and ragging through educational initiatives and awareness campaigns.



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### Faculty and Staff:

- ✓ Recognizing and reporting instances of sexual harassment and ragging promptly and appropriately.
- ✓ Participating in training sessions to understand how to prevent, recognize, and respond to harassment and ragging.
- ✓ Supporting victims by providing guidance, referrals to support services, and maintaining confidentiality.
- ✓ Fostering a supportive and respectful learning environment in classrooms, laboratories, and other college spaces.

### Students:

Respecting the rights and dignity of fellow students and refraining from engaging in any form of harassment or ragging. Intervening and speaking up against instances of harassment or ragging when witnessing such behavior. Reporting incidents of harassment or ragging promptly and accurately through the designated reporting channels. Participating in educational programs and awareness campaigns to promote a culture of respect and mutual support on campus.

### Parents and Guardians:

Encouraging open communication with their children about the importance of respecting others and the consequences of engaging in harassment or ragging. Supporting their children in understanding their rights and responsibilities regarding harassment prevention and reporting. Collaborating with the college administration to address any concerns or incidents related to harassment or ragging affecting their children.

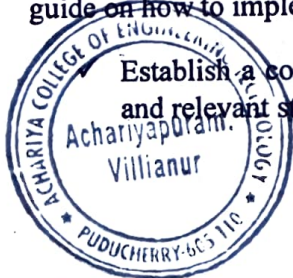
### External Partners:

Collaborating with local law enforcement agencies, support organizations, and community groups to enhance prevention efforts and provide comprehensive support to victims. Providing expertise, resources, and guidance to the college administration in developing and implementing effective prevention strategies and policies. Overall, preventing sexual harassment and ragging is a collective responsibility that requires active engagement and cooperation from all members of the college community, as well as collaboration with external partners. By working together, Acharya College of Engineering Technology can create a safe, respectful, and inclusive learning environment for everyone.

### IMPLEMENTATION:

Implementing the prevention of sexual harassment and ragging in Acharya College of Engineering Technology requires a comprehensive and systematic approach. Here's a step-by-step guide on how to implement these preventive measures effectively

Establish a committee comprising representatives from faculty, administration, students, and relevant stakeholders to develop a comprehensive policy.



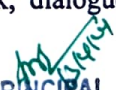
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- ✓ Define and outline the scope of sexual harassment and ragging within the policy, including specific examples and prohibited behaviors.
- ✓ Regularly review and update the policy to ensure compliance with legal requirements and address emerging issues.
- ✓ Conduct mandatory awareness campaigns and training sessions for students, faculty, and staff to educate them about sexual harassment and ragging.
- ✓ Provide information on the college's policies, reporting procedures, and support services available for victims.
- ✓ Use various mediums such as workshops, seminars, posters, and online modules to disseminate information effectively.
- ✓ Implement multiple reporting mechanisms, including anonymous reporting channels; to encourage victims and witnesses to come forward.
- ✓ Ensure that reporting procedures are accessible, confidential, and easy to understand for all members of the college community.
- ✓ Designate trained staff or counsellors as points of contact to handle reports and provide support to victims.
- ✓ Establish support services for victims, including counselling, legal assistance, and medical support.
- ✓ Collaborate with external organizations and professionals to enhance the availability and accessibility of support resources.
- ✓ Provide information on support services through college websites, posters, and orientation sessions.
- ✓ Create peer support networks or buddy systems where students can seek guidance and support from their peers.
- ✓ Establish mentorship programs involving senior students, faculty, or staff members to provide guidance and promote positive behaviors.
- ✓ Enforce a zero-tolerance policy towards sexual harassment and ragging, with clear disciplinary actions outlined for offenders.
- ✓ Conduct prompt and impartial investigations of reported incidents, ensuring due process and fairness for all parties involved.
- ✓ Hold perpetrators accountable for their actions through appropriate disciplinary measures, including suspension or expulsion if necessary.
- ✓ Engage with student organizations, parent associations, local authorities, and community groups to raise awareness and garner support for prevention efforts.
- ✓ Collaborate with external partners, such as law enforcement agencies and support organizations, to enhance prevention strategies and resources.
- ✓ Implement mechanisms for regular monitoring and evaluation of prevention efforts, including feedback mechanisms, surveys, and data analysis.
- ✓ Use insights gained from evaluations to identify areas for improvement and adjust strategies and policies accordingly.
- ✓ Commit to ongoing learning and improvement by staying updated on best practices, emerging issues, and changes in legislation related to sexual harassment and ragging prevention.

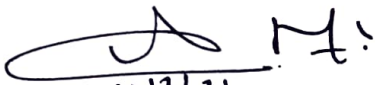

Foster a culture of continuous improvement by encouraging feedback, dialogue, and collaboration among all members of the college community.



  
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- ✓ By implementing these steps systematically and collaboratively, Acharya College of Engineering Technology can effectively prevent sexual harassment and ragging, creating a safe and inclusive learning environment for all students, faculty, and staff.

Verified by	Approved by
 10/3/21 IQAC Coordinator	 Principal PRINCIPAL

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